R E P O R T R E S U M E S

ED 013 916 VT 002 176

AVAILABLE INSTRUCTIONAL MATERIALS.
INDIANA STATE UNIV., TERRE HAUTE

PUB DATE 2 MAY 67

EDRS PRICE MF-$0.25 HC-$0.32 8P.

DESCRIPTORS- *BIBLIOGRAPHIES, *INSTRUCIONAL MATERIALS, *VOCATIONAL EDUCATION,

THE INSTRUCTIONAL MATERIALS INCLUDE PROGRAM BROCHURES, CHARTS, COURSE OUTLINES, OVERHEAD TRANSPARENCIES, ASSIGNMENT SHEETS, STUDENT MANUALS, TEACHER MANUALS, TECHNICAL INFORMATION, AND RELATED INFORMATION IN VOCATIONAL EDUCATION. A BRIEF NOTE DESCRIBES EACH. (EM)

ED013916

Instructional Materials
Trade and Industrial Education
Indiana State University
Terre Haute, Indiana

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Available Instructional Materials - Tentative Revision 5/2/67

Administrative Handbook, Basic Philosophy - Teacher education materials. Excerps from the administrative handbook which apply to vocational education are cited and commented upon.

Practical Nursing Job Analysis - (one sheet) chart form job analysis for practical nursing.

Opportunities in Off-Farm Agricultural Occupations - a brochure designed for counselors, parents, and prospective students in the area.

Electricians Fabrication Process and Technology, Revised - a series of assignment sheets and other instructional materials including some job sheets which deal with general sheet metal practices as applied to chassis construction and sheet metal work in electronics fabrication.

Basic Mathematics for Electronics - this is a course outline which includes both the instructors materials and the student assignment sheets.

Basic Vacuum Tube and Transistor Theory for Electronics - a third level course in a series of electricity electronics courses. It includes an instructional outline and student assignment sheets which structure the course.

Basic Vacuum Tube and Transistor Application for Electronics - this is a companion outline to the theory presentation. The theory is applied by a series of laboratory assignment sheets.

Basic AC-DC for Electronics - this instructors outline and compilation of student assignment sheets outline a basic course in electronics. It preceeds the basic vacuum tube and transistor theory and application courses.

Laboratory Jobs for Electricians - assignment sheets for lab work.

Blueprint Reading for Metal Trades - a series of assignment sheets for related materials in the machine trades.

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U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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Carpentry, Building Trades Area - a rather complete instructional outline incompassing a curriculum guide, instructional sheets and other materials sufficient for day trade classes. The materials can also be used in apprenticeship training programs as related instructional materials.

Drafting Transparencies - a series of transparency masters which are intended to be selected by the instructor and used wherever applicable in a drafting class. There are no assignment sheets and the masters are not structured in any way, suggesting that they are used as supplementary or reference materials.

Check into Distributive Education - a brochure intended to describe the program and attract students. Basically for counselors, parents, supervisors, and other interested persons.

Career in Vocational Practical Nursing for High School Students - a brochure describing the practical nursing program - for use with counselors, parents, and students.

Cooperative Office Education - brochure describing the program. For counselors, students and parents.

Electronics Symbols - this is a series of sheets duplicated for teachers who wish to make schematic diagrams by scissors and paste technique.

Pipefitter Maintenance, Related Instruction for Apprentice - adapted from the University of the State of New York materials. A schedule of apprentice training.

Related Bench and Machine Operations - a series of assignment sheets and questions keyed to several textbooks to be used for machine shop training related instruction.

Metal Trades Technical Math - a rather comprehensive treatment of the related math necessary for machine shop training from common fractions through right angle trig.

Arc Welding - assignment sheets covering technical information related to arc welding.

Metallurgy and Heat Treating - a series of individual assignment sheets covering assigned reading and reference materials.

Welding, Blueprint Reading for Welders - a series of assignment sheets concerned with the symbols and typical notations on drawings containing welded assemblies.

Oxy-Acetylene Welding - a series of assignment sheets covering the related technical information for gas welding.

Precision Measurement - a comprehensive instruction manual including technical information, assignment sheets, and exercises for precision measurement. To be used in conjunction with machine shop training programs.

Machine Drafting, Geometric Tolerancing - a series of plates and technical information pertaining to dimensioning and tolerancing in machine drafting.

Power Mechanics in Industrial Arts - a teachers guide outlining the technical content and teaching student activities concerned with this course. Text references, audiovisial materials and other teaching aids are also part of the outline.

Pipefitter Related Instruction - adapted from the University of the State of New York. This is an apprenticeship schedule of related instruction for pipefitters. (5 - year program)

Optical Lens Grinder Apprentice - Related Instruction - materials obtained from the University of the State of New York which outline an apprentice-ship schedule for a 4-year training program.

Coordinator's Manual for General Related Study Guides - this is a teachers manual for DCE. They are stocked in quantity as a standard item.

General Related Study Guide, DCE - a student manual for the DCE program. Stocked in quantity.

Indiana Vocational Acts - this is an historic treatment of the vocational acts, their significance with the various amendments. It does not include recent legislation. Primarily for teacher education.

Manpower Development Training Program - Evansville, Indiana - this is a statement of policy position, responsibilities, and so forth having to do with a specific program at Evansville. For Reference Center use only.

Projects Exchange Material - Made especially for day trade vocational machine shop program. A series of projects (prints) for use in machine shop program. A standing committee reviews and revises the material.

Shop Details for Proposed Area Schools, 1964 - this is a compilation of shop layout for area schools as of this date.

1960 Report, Leadership Development Conference
1961 Report, Leadership Development Conferenct - workshop bulletins designed to accompany a special presentation designed to extend some of the benefits of the national leadership development conference to local personnel. Of reference value only.

Baker Apprentice Related Instruction - A schedule of the related instruction for baker apprentice representing the required 144 hours per year for a 4-year period.

Machine Trades Grinding and Heat Treating - this is a compilation of related technical information. The publication also contains some suggested projects. The prints of data instruction for the manipulative part of the course.

Industrial Technical Mathematics I and II - This is a series of assignment sheets and instructor information for the topic noted.

Organizing and Conducting Programs in Agricultural Sales and Service Occupations - This is directive type publication from the state office personnel indicating the trends and desirable direction of programs in the agricultural field.

Distributive Education, Cooperative Study and On-the-Job Training Program for In-School use Designed to Attract and Prepare Young People for Careers in Merchandising, Marketing, and Management in Distributive Occupations - this is also a directive manual prepared by the state office personnel, distributed to teachers in Indiana as guidelines and direction for establishing programs in distributive education.

Basic Hydraulics - a course outline consisting of 11 sessions. The material is adapted from those produced by Racine Hydraulics and Machinery, Inc., Racing, Wisconsin.

"How It Operates" - a brochure describing DCE

Introduction to Fluid Power - a course outline for an introduction to fluid power with educational materials list. Materials reproduced from the National Fluid Power Association.

Instrument Making - A proposed course of study for a three year program.

Shop Trigonometry - Basic trigonometry course presented by means of students assignment sheets.

Progress Report - DCE in Indiana 1960 - Of historic and reference value only.

Related Technical Information: Turret Lathe
Shaper
Drill Press
Milling Machine
Grinders
Technology

Analyzing the Instructor's Job - Job instruction manual written by Dr. Yoho.

Leather Technology and Shoe Repair - A complete course outline and course materials for the service trade associated with shoe repair.

Film Bibliography for Printing - Note: This has not been brought up to date.

Tape Controlled Machines - Technical information for the Pratt & Whitney Co. Model A, Tape-o-matic Numerically Controlled Drill.

Manpower Projections & Training needs Forcast to 1975 for the Terre Haute Area - An RCU Report.

Business and Office Education - A directive statement from the State Office of Education which outlines business and office education training and designing an intensive lab.

Indiana State Plan for Vocational & Technical Education

Machine Trades Individual Progress Records Analysis Charts

Legislation for Vocational Education - Does not include recent legislation; revision planned.

Electrician's Blueprint Reading and Sketching - Assignment sheets for blueprint reading in electricity.

Basic Electronic Science - A series of lesson outlines for electronics which could be applied to electronics servicing or electronic-technical programs.

Carpenter Apprentice - Related Instruction
Pressman Apprentice - Related Instruction
Painter & Decorator Apprentice - Related Instruction
Electro-Plater Apprentice - Related Instruction
Oil Burner Mechanic Apprentice - Related Instruction
Electrical Lineman Apprentice - Related Instruction

Job Analysis Cards - Trade, Operation, Information, Guidance, Evaluation